IMACS

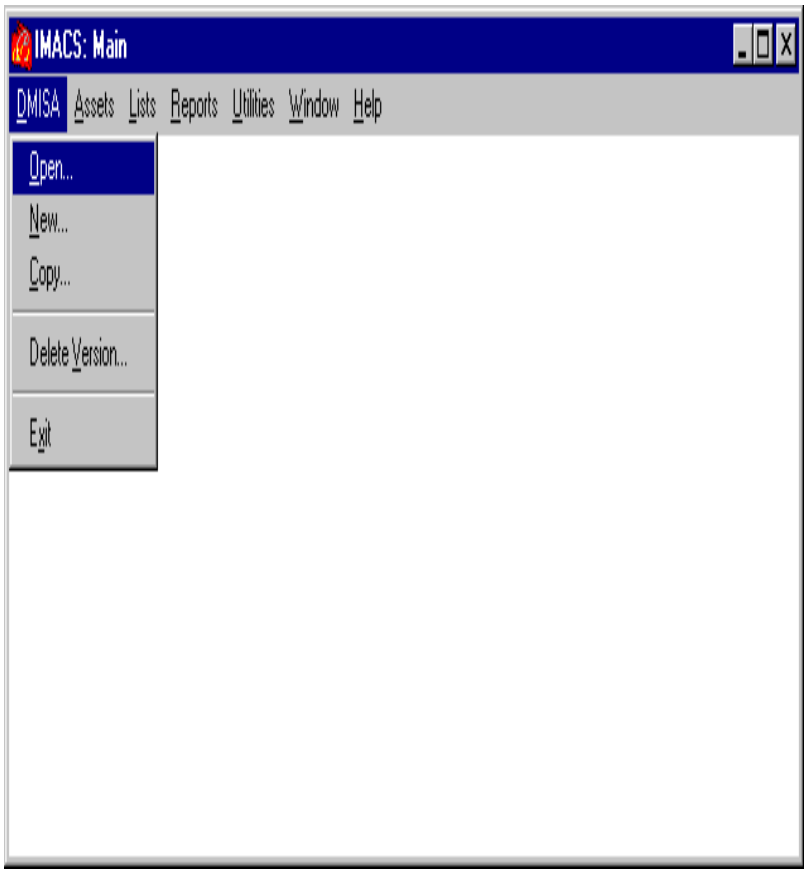
General
DMISA Information

Log In To IMACS

- Log in to IMACS Client Manager.
  - Always leave it minimized when using IMACS.
- Log in to IMACS application.

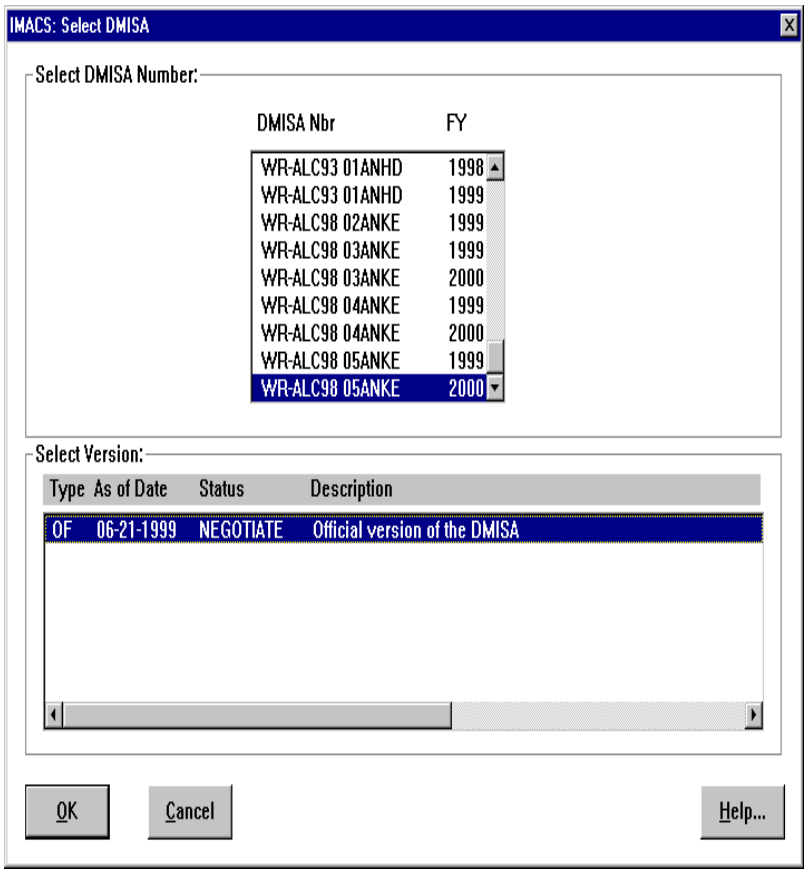
(See Hand-out on "Instructions for Logging into IMACS")

From Main Menu…



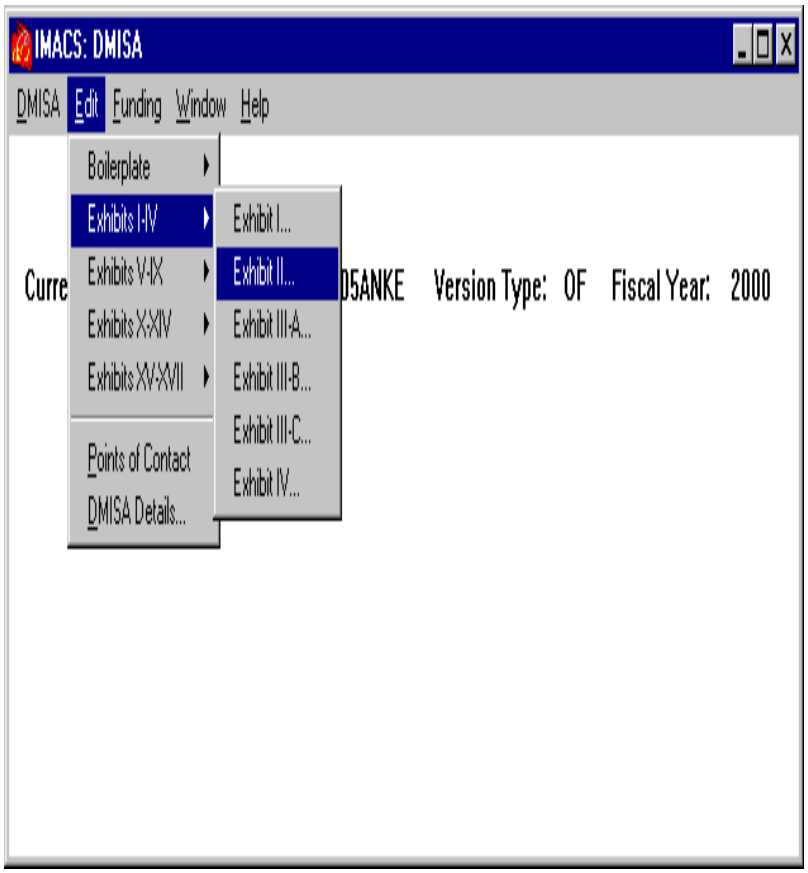
- From IMACS Main menu bar, select “DMISA”, then “Open”.

Opening an Existing DMISA



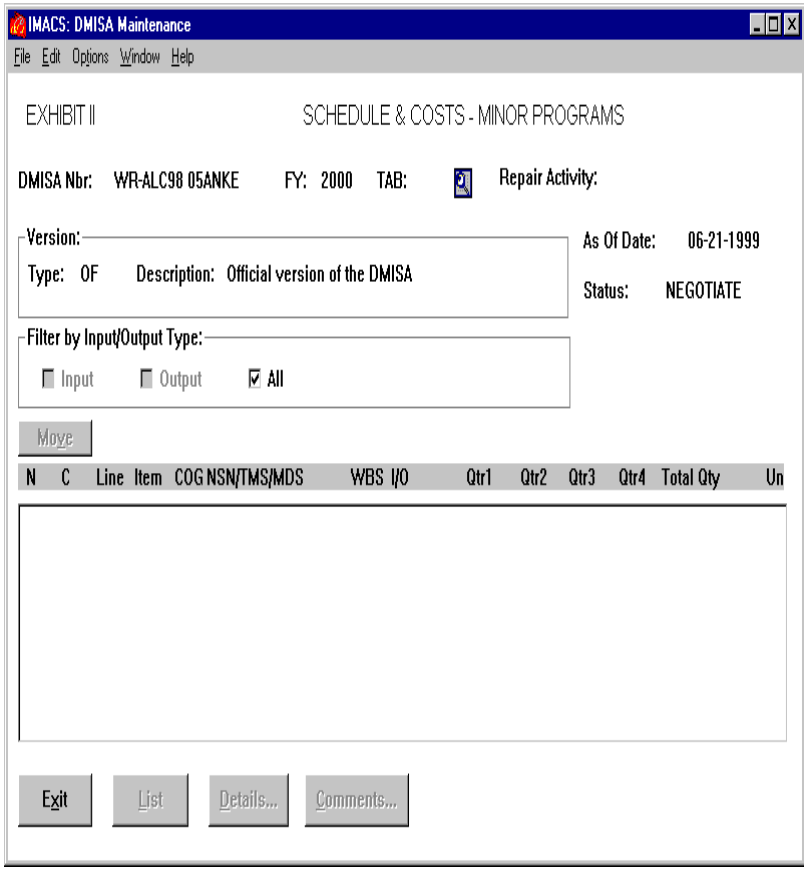
- Scroll to select desired DMISA from list then click on DMISA Nbr needed. **Note: Only those DMISAs for which you have access are listed.)**
- Click on the Version.
- “OK” button comes on now.
- Click “OK”.

Selecting Exhibit I or II



- From DMISA menu…
  - Click Edit menu selection.
  - Then, Click Exhibit I-IV.
  - Then, click Exhibit I or II (II for our example).

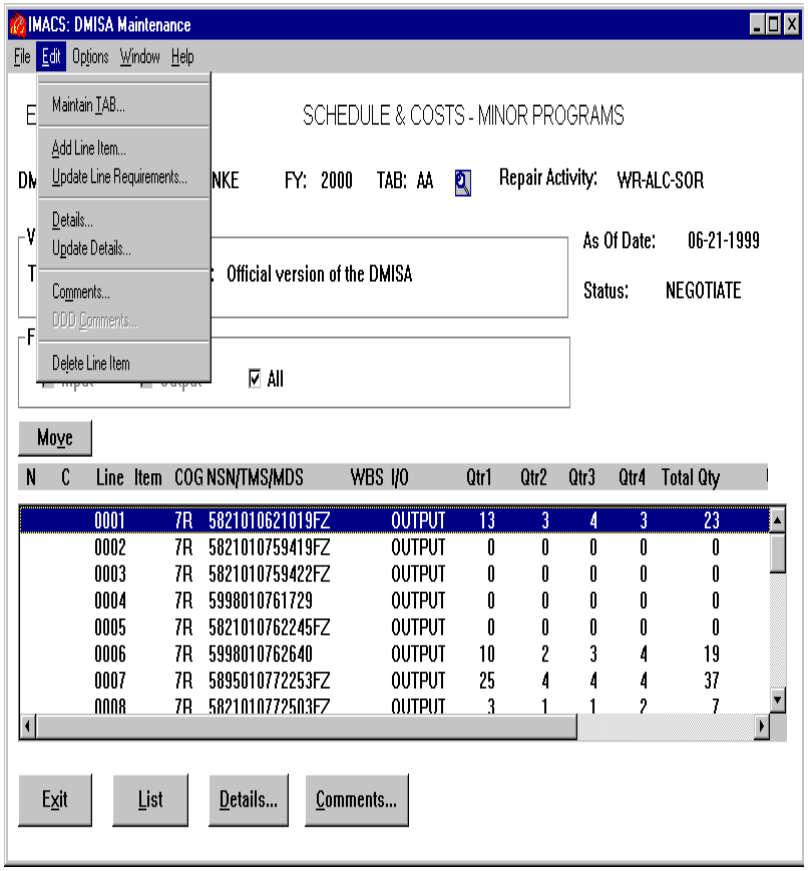
Within a DMISA… Exhibits I & II



- Must always select TAB using search icon.
- Select TAB from list (if existing).
- Must click List button to display all Line Items for that TAB.
- To change TABs, just click on TAB search icon again, then click List again to display line items for that TAB.

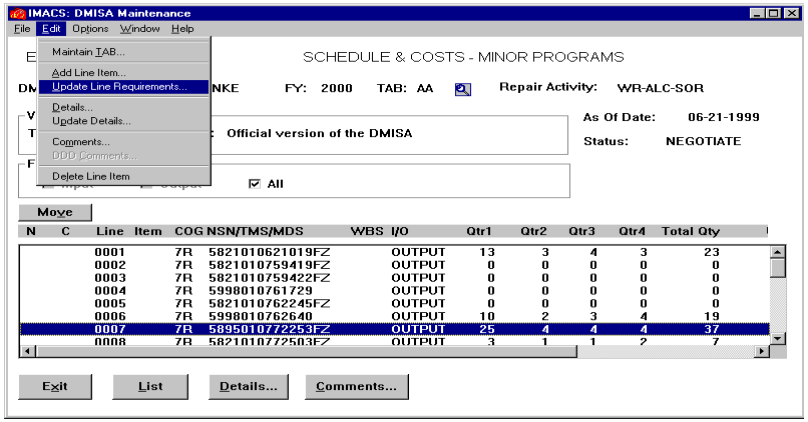
PRINCIPAL’S FUNCTIONS

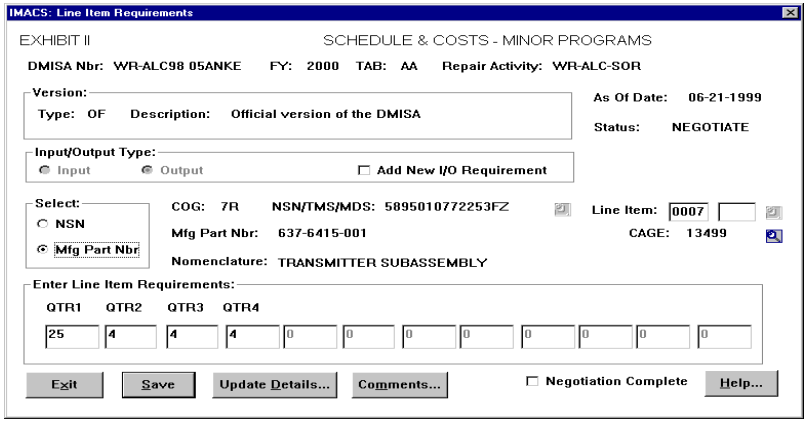
Principal's Functions in a DMISA


IMACS: DMISA Maintenance
File Edit Options Window Help
Maintain TAB...
Add Line Item...
Update Line Requirements...
Details...
Update Details...
Comments...
DDD Comments...
Delete Line Item
SCHEDULE & COSTS - MINOR PROGRAMS
FY: 2000 TAB: AA
Repair Activity: WR-ALC-SOR
As Of Date: 06-21-1999
Official version of the DMISA
Status: NEGOTIATE
All
Move
N C Line Item COG NSN/TMS/MDS WBS I/O Qtr1 Qtr2 Qtr3 Qtr4 Total Qty
0001 7R 5821010621019FZ OUTPUT 13 3 4 3 23
0002 7R 5821010759419FZ OUTPUT 0 0 0 0 0
0003 7R 5821010759422FZ OUTPUT 0 0 0 0 0
0004 7R 5998010761729 OUTPUT 0 0 0 0 0
0005 7R 5821010762245FZ OUTPUT 0 0 0 0 0
0006 7R 5998010762640 OUTPUT 10 2 3 4 19
0007 7R 5895010772253FZ OUTPUT 25 4 4 4 37
0008 7R 5821010772503FZ OUTPUT 3 1 1 2 7
Exit
List
Details...
Comments...

- Principal can:
  - Add/Update TABs *(Maintain TAB function)*
  - Add/Update Line Items
  - Add/Update Requirements
  - Assign Line Item number
  - Assign Stock List Price
  - Add/Update Comments per Line Item as needed.
  - **Note**: Can also delete these.

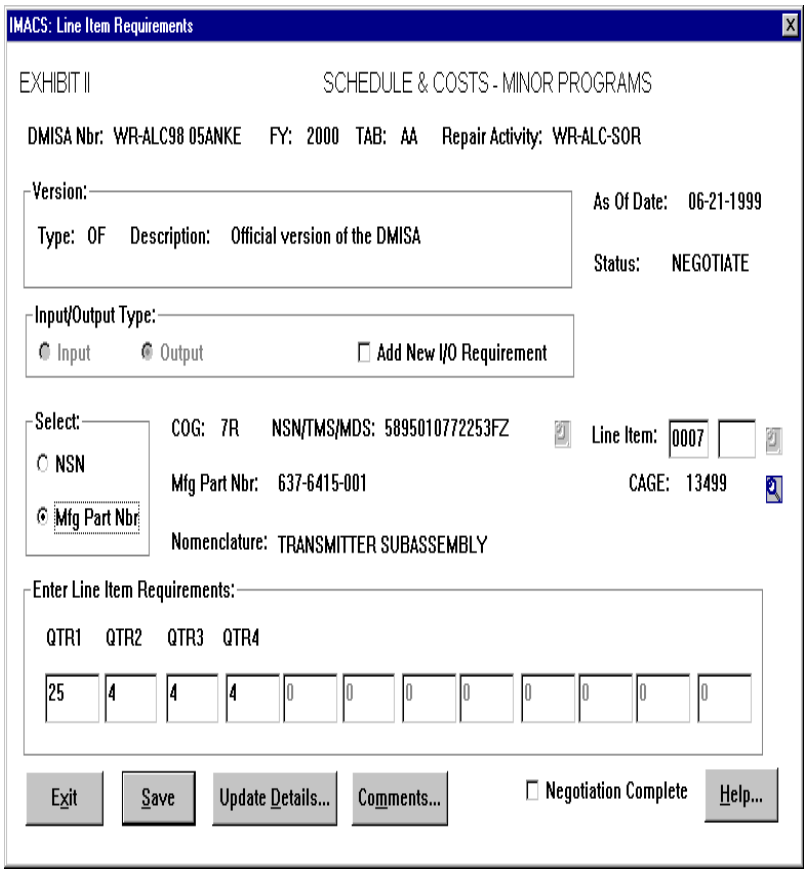
Update Line Requirements


IMACS: DMISA Maintenance
File Edit Options Window Help
Maintain TAB...
Add Line Item...
Update Line Requirements...
Details...
Update Details...
Comments...
DDD Comments...
Delete Line Item
SCHEDULE & COSTS - MINOR PROGRAMS
FY: 2000 TAB: AA
Repair Activity: WR-ALC-SOR
As Of Date: 06-21-1999
Official version of the DMISA
Status: NEGOTIATE
All
Move
N C Line Item COG NSN/TMS/MDS WBS I/O Qtr1 Qtr2 Qtr3 Qtr4 Total Qty
0001 7R 5821010621019FZ OUTPUT 13 3 4 3 23
0002 7R 5821010759419FZ OUTPUT 0 0 0 0 0
0003 7R 5821010759422FZ OUTPUT 0 0 0 0 0
0004 7R 5998010761729 OUTPUT 0 0 0 0 0
0005 7R 5821010762245FZ OUTPUT 0 0 0 0 0
0006 7R 5998010762640 OUTPUT 10 2 3 4 19
0007 7R 5895010772253FZ OUTPUT 25 4 4 4 37
Exit List Details... Comments...


IMACS: Line Item Requirements
EXHIBIT II
SCHEDULE & COSTS - MINOR PROGRAMS
DMISA Nbr: WR-ALC98 05ANKE FY: 2000 TAB: AA Repair Activity: WR-ALC-SOR
Version:
Type: OF Description: Official version of the DMISA
As Of Date: 06-21-1999
Status: NEGOTIATE
Input/Output Type:
Input Output Add New I/O Requirement
Select:
NSN
Mfg Part Nbr
COG: 7R NSN/TMS/MDS: 5895010772253FZ
Line Item: 0007
Mfg Part Nbr: 637-6415-001
CAGE: 13499
Nomenclature: TRANSMITTER SUBASSEMBLY
Enter Line Item Requirements:
QTR1 QTR2 QTR3 QTR4
25 4 4 4 0 0 0 0 0 0 0 0
Exit Save Update Details... Comments...
Negotiation Complete
Help...

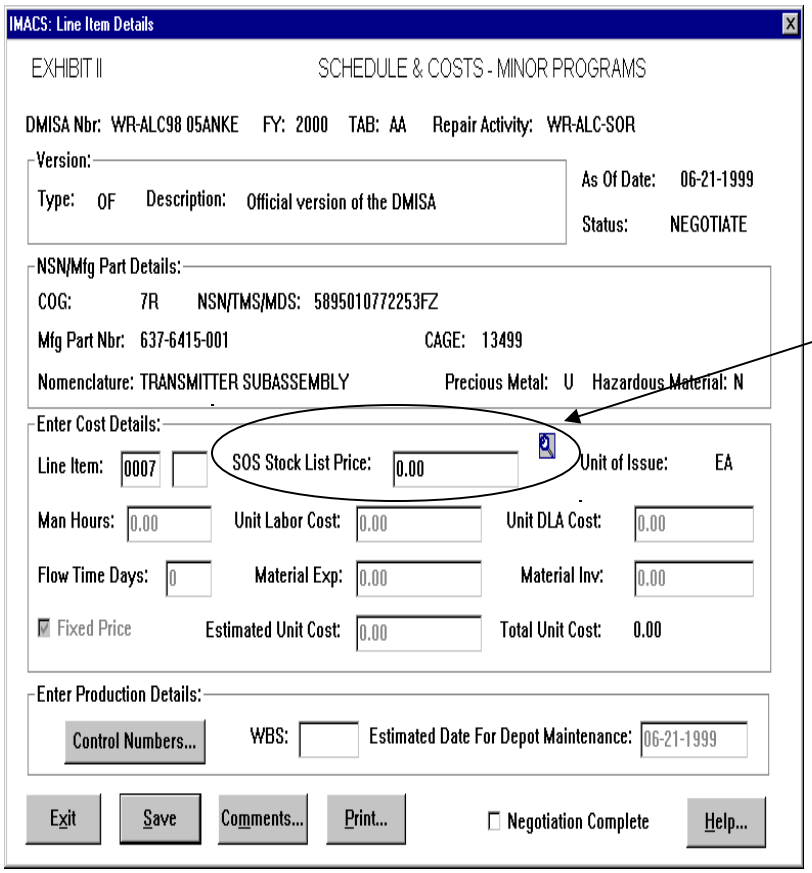
- From Exhibit I/II, select a line item, select “Update Line Requirements” from Edit menu bar.
- Line Item Requirements dialog box displays.

Line Item Requirements



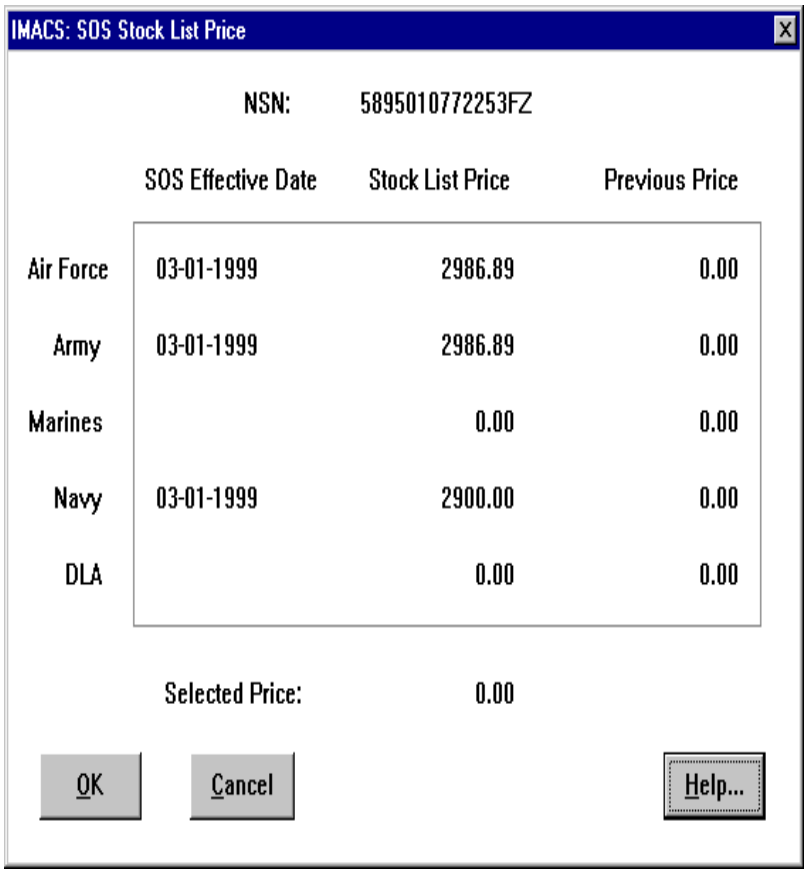
- When <u>adding</u> Line Items and requirements:
  - Select Input/Output Type.
  - Select either NSN or Mfg. Part.
  - Select NSN <u>or</u> Mfg Part Nbr using search icon.
  - Enter Line Item number (and suffix if needed).
  - Enter requirement quantities.
- Then, click Update Details button.

Line Item Details



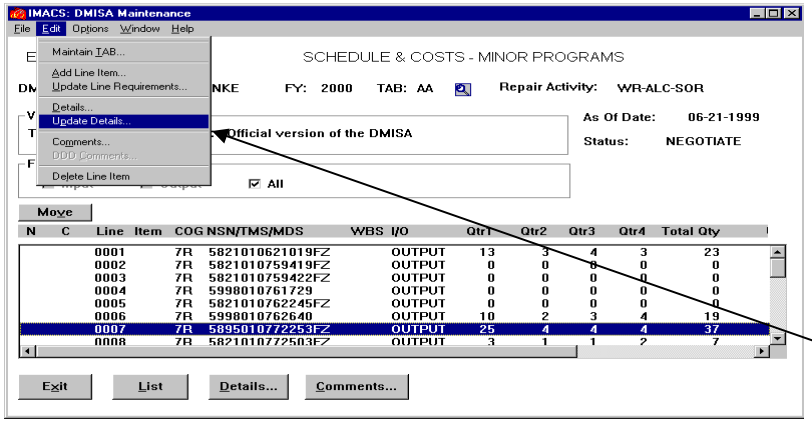
- Add/Update Line Item number and suffix here, as needed.
- Add/Update SOS Stock List Price using search icon.
- Or…Principal can manually enter price for SOS Stock Listed Price field.
- Enter WBS, as needed.

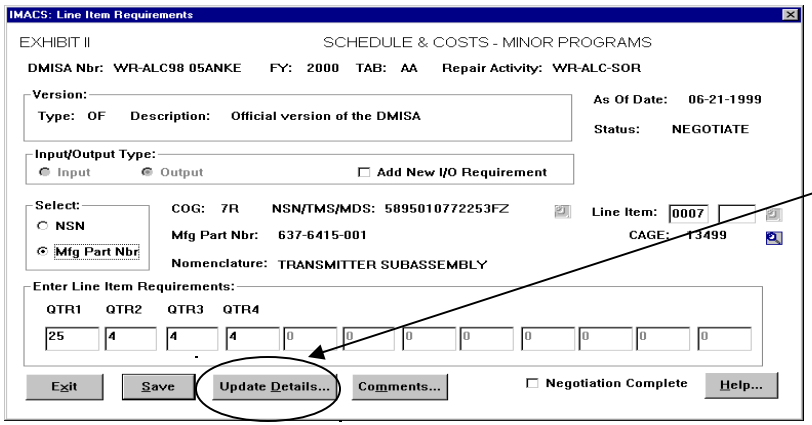
SOS Stock List Prices



- Search icon accesses FLIS where Principal selects current or previous stock list price for that NSN or Mfg Part Nbr.
- Use Tab key or mouse to move cursor to the price to be selected.
- Click OK to bring back selected price to the Line Item Details dialog box.

Accessing Update Details


IMACS: DMISA Maintenance
File Edit Options Window Help
Maintain TAB...
Add Line Item...
Update Line Requirements...
Details...
Update Details...
Comments...
DDD Comments...
Delete Line Item
SCHEDULE & COSTS - MINOR PROGRAMS
FY: 2000 TAB: AA
Repair Activity: WR-ALC-SOR
As Of Date: 06-21-1999
Official version of the DMISA
Status: NEGOTIATE
All
Move
N C Line Item COG NSN/TMS/MDS WBS I/O Qtr1 Qtr2 Qtr3 Qtr4 Total Qty
0001 7R 5821010621019FZ OUTPUT 13 3 4 3 23
0002 7R 5821010759419FZ OUTPUT 0 0 0 0 0
0003 7R 5821010759422FZ OUTPUT 0 0 0 0 0
0004 7R 5998010761729 OUTPUT 0 0 0 0 0
0005 7R 5821010762245FZ OUTPUT 0 0 0 0 0
0006 7R 5998010762640 OUTPUT 10 2 3 4 19
0007 7R 5895010772253FZ OUTPUT 25 4 4 4 37
Exit List Details... Comments...



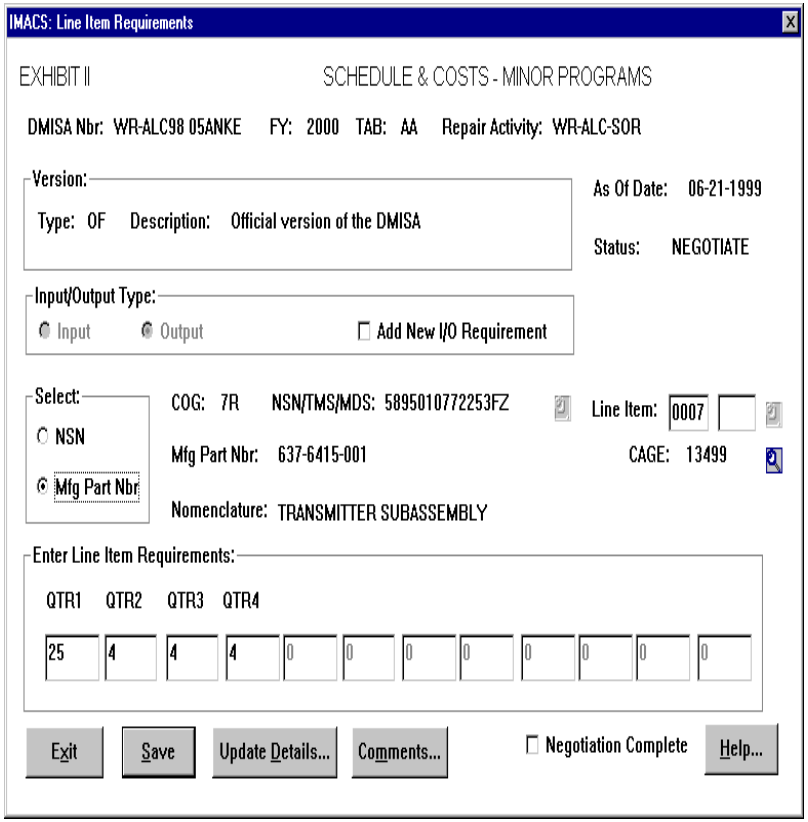
- Users can access Line Item Details dialog box from the Exhibit I/II window by selecting the Update Details selection from the Edit menu.
- Or… from the Update Details button on the Line Item Requirements dialog box.

Reminder…

- **“Details”** button or menu selection means that *data is Read Only* (viewed only).

- **“Update Details”** button or menu selection means that *data can be updated* (based on user permissions for that function).

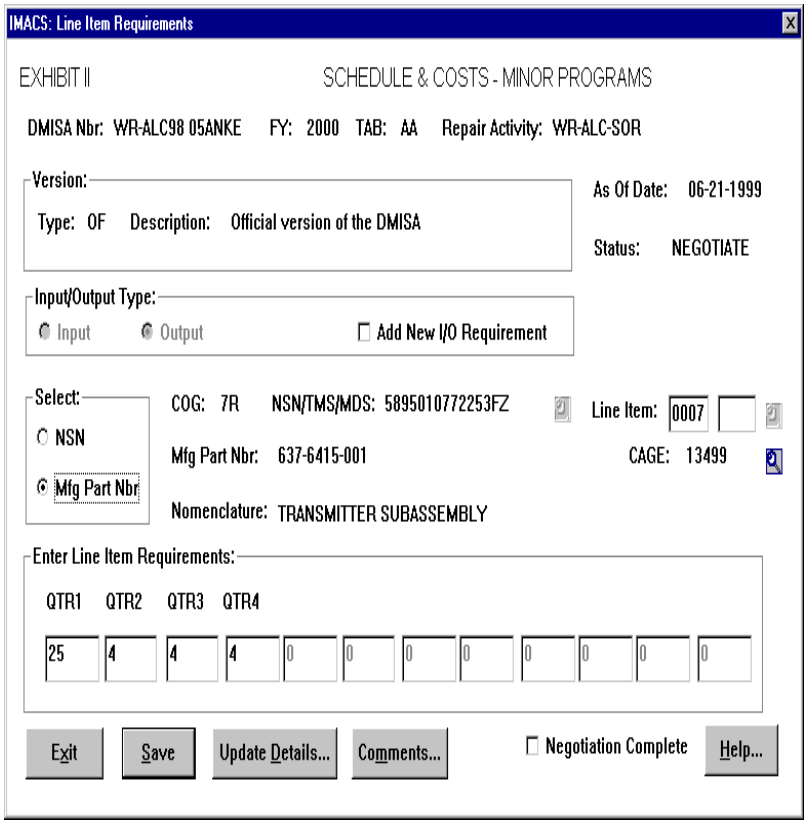
Save Function



- Clicking Save button saves changes; but you remain on same screen.
- Can make more changes and click Save again.

(The Save function applies to other windows also.)

Or, Save When Exiting

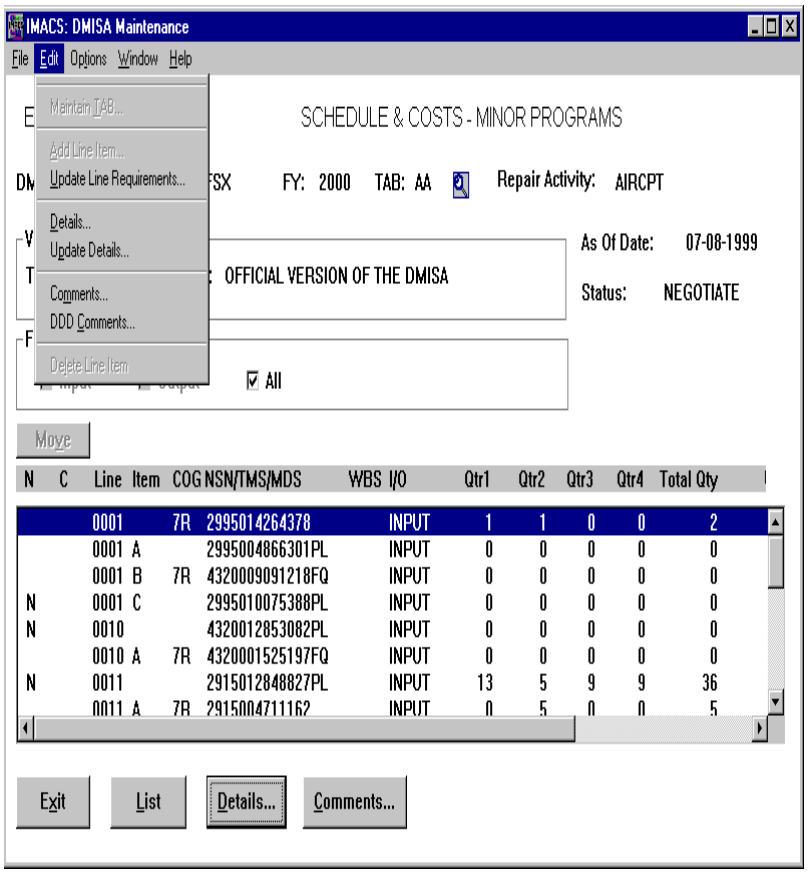


- Or… just click Exit.
- You will be prompted to save changes or not.
- Click Yes to save; or click No not to save.

Note: Exit will save changes back to the last Save made in that session.

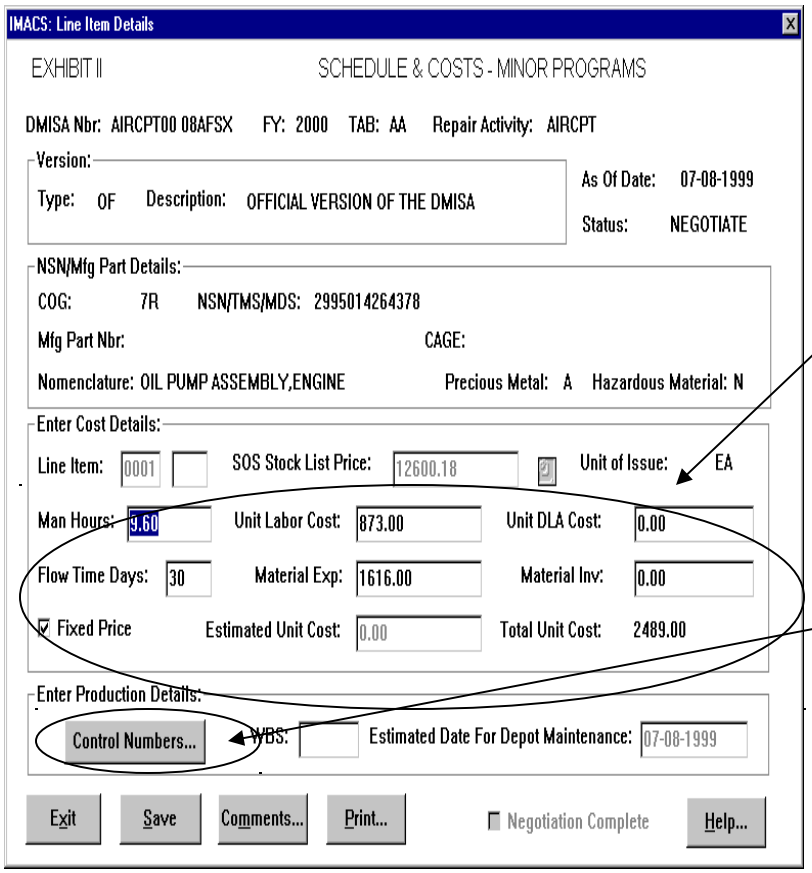
AGENT'S FUNCTIONS

Agent's Functions in a DMISA


IMACS: DMISA Maintenance
File Edit Options Window Help
Maintain TAB...
Add Line Item...
Update Line Requirements...
Details...
Update Details...
Comments...
DDD Comments...
Delete Line Item
SCHEDULE & COSTS - MINOR PROGRAMS
FY: 2000 TAB: AA
Repair Activity: AIRCPT
As Of Date: 07-08-1999
OFFICIAL VERSION OF THE DMISA
Status: NEGOTIATE
All
Move
N C Line Item COG NSN/TMS/MDS WBS I/O Qtr1 Qtr2 Qtr3 Qtr4 Total Qty
0001 7R 2995014264378 INPUT 1 1 0 0 2
0001 A 2995004866301PL INPUT 0 0 0 0 0
0001 B 7R 432000909121 8FQ INPUT 0 0 0 0 0
N 0001 C 2995010075388PL INPUT 0 0 0 0 0
N 0010 4320012853082PL INPUT 0 0 0 0 0
0010 A 7R 4320001525197FQ INPUT 0 0 0 0 0
N 0011 2915012848827PL INPUT 13 5 9 9 36
Exit
List
Details...
Comments...

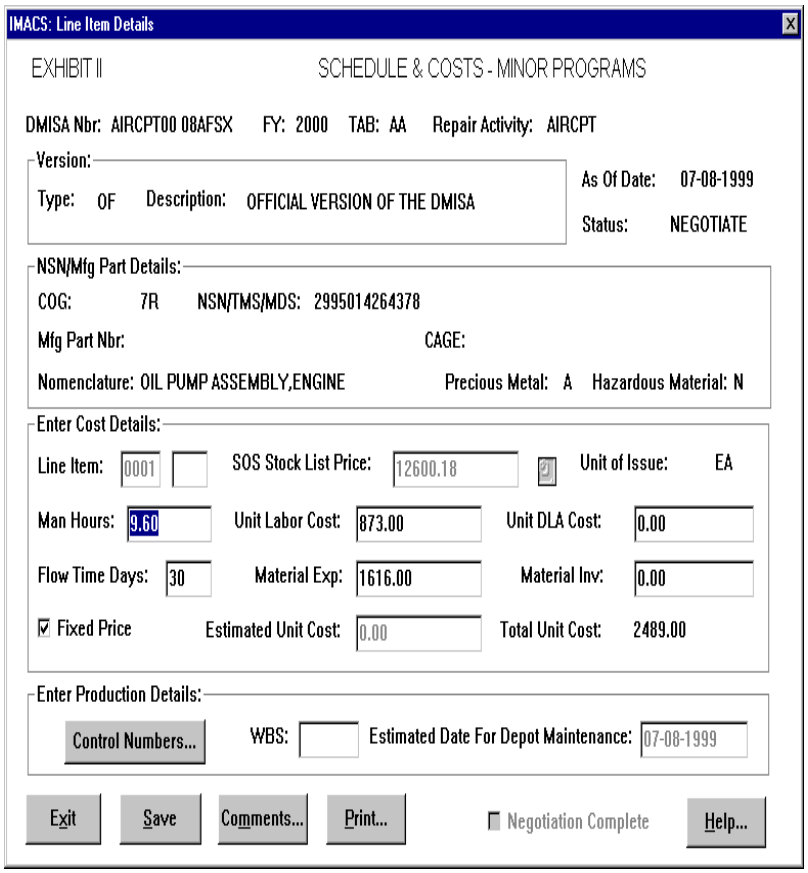
- Agent Can:
  - View Line Item Requirements
  - View or Update Line Item Details (Cost Data)
  - Add/Update Comments per Line Item as needed.

Agent - Update Details (Line Item Details)



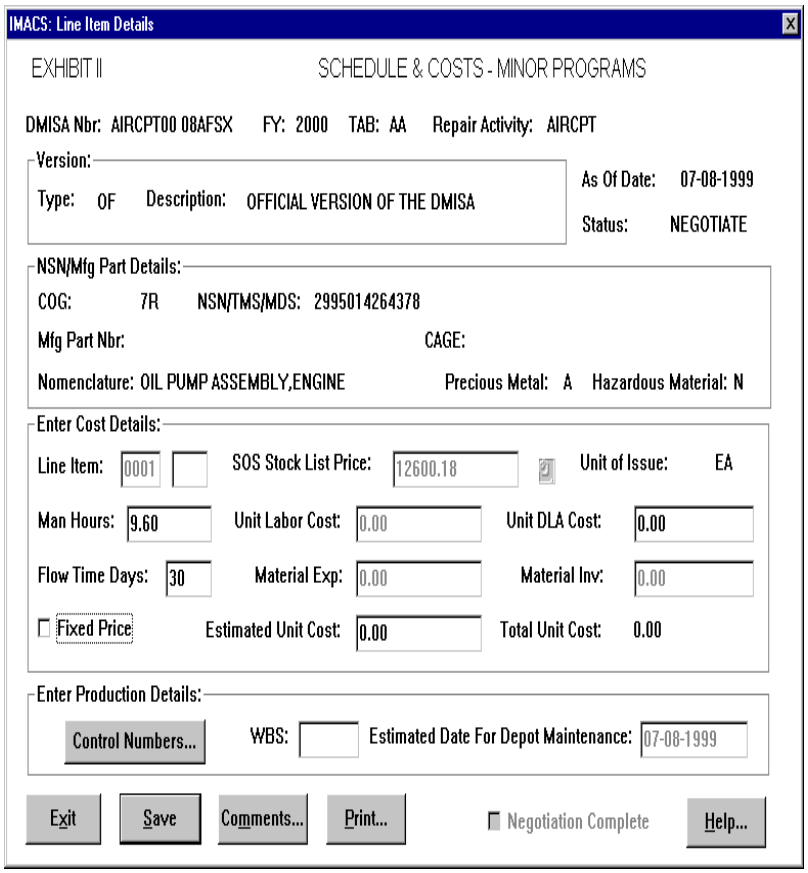
- Agents can:
  - Add/Update Man Hours, Unit Labor Cost, Unit DLA Cost, Flow Time Days, Material Expense, and Material Investment costs
  - Fixed Price Flag
  - Add/Delete Control Numbers

Agent - Fixed Price Flag


IMACS: Line Item Details
EXHIBIT II
SCHEDULE & COSTS - MINOR PROGRAMS
DMISA Nbr: AIRCPT00 08AFSX FY: 2000 TAB: AA Repair Activity: AIRCPT
Version:
Type: OF Description: OFFICIAL VERSION OF THE DMISA
As Of Date: 07-08-1999
Status: NEGOTIATE
NSN/Mfg Part Details:
COG: 7R NSN/TMS/MDS: 2995014264378
Mfg Part Nbr: CAGE:
Nomenclature: OIL PUMP ASSEMBLY,ENGINE Precious Metal: A Hazardous Material: N
Enter Cost Details:
Line Item: 0001 SOS Stock List Price: 12600.18 Unit of Issue: EA
Man Hours: 9.60 Unit Labor Cost: 873.00 Unit DLA Cost: 0.00
Flow Time Days: 30 Material Exp: 1616.00 Material Inv: 0.00
Fixed Price Estimated Unit Cost: 0.00 Total Unit Cost: 2489.00
Enter Production Details:
Control Numbers... WBS: Estimated Date For Depot Maintenance: 07-08-1999
Exit Save Comments... Print... Negotiation Complete Help...

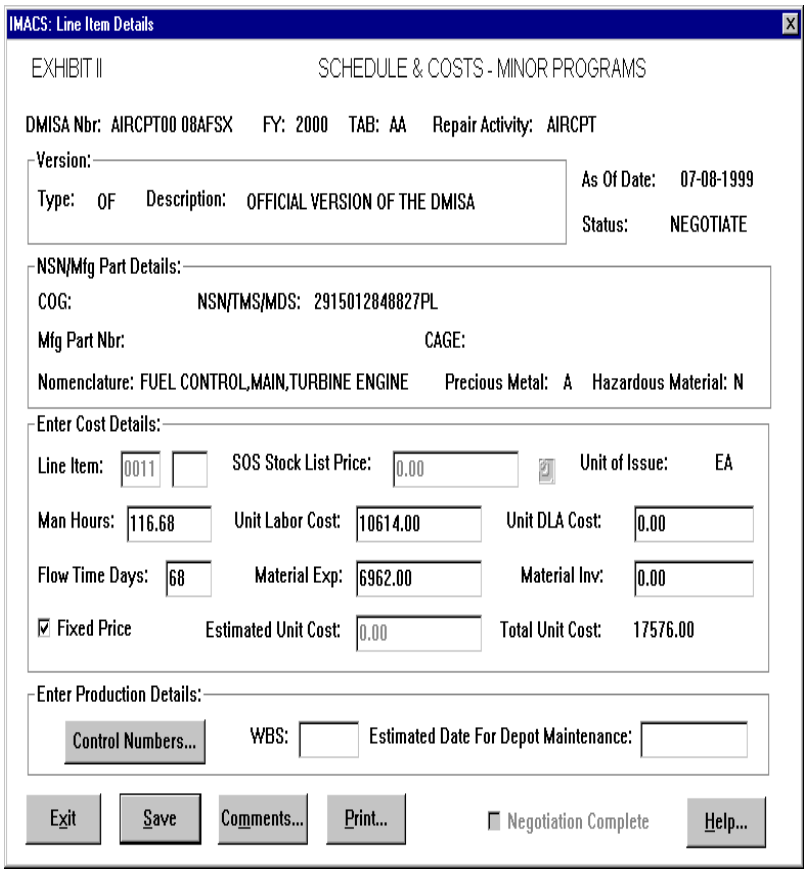
- Fixed Price Flag "On", enter data in fields:
  - Unit Labor Cost,
  - Unit DLA Cost
  - Material Expense
  - Material Investment
  - (Plus Man Hours and Flow Time Days)
  - Total Unit Cost is system generated

Agent - Fixed Price Flag (Cont.)


IMACS: Line Item Details
EXHIBIT II
SCHEDULE & COSTS - MINOR PROGRAMS
DMISA Nbr: AIRCPT00 08AFSX FY: 2000 TAB: AA Repair Activity: AIRCPT
Version:
Type: OF Description: OFFICIAL VERSION OF THE DMISA
As Of Date: 07-08-1999
Status: NEGOTIATE
NSN/Mfg Part Details:
COG: 7R NSN/TMS/MDS: 2995014264378
Mfg Part Nbr: CAGE:
Nomenclature: OIL PUMP ASSEMBLY,ENGINE Precious Metal: A Hazardous Material: N
Enter Cost Details:
Line Item: 0001 SOS Stock List Price: 12600.18 Unit of Issue: EA
Man Hours: 9.60 Unit Labor Cost: 0.00 Unit DLA Cost: 0.00
Flow Time Days: 30 Material Exp: 0.00 Material Inv: 0.00
Fixed Price Estimated Unit Cost: 0.00 Total Unit Cost: 0.00
Enter Production Details:
Control Numbers... WBS: Estimated Date For Depot Maintenance: 07-08-1999
Exit Save Comments... Print... Negotiation Complete Help...

- Fixed Price Flag "Off", enter data in fields:
  - Unit DLA Cost
  - Estimated Unit Cost
  - (Plus Man Hours and Flow Time Days)
  - Total Unit Cost is system generated

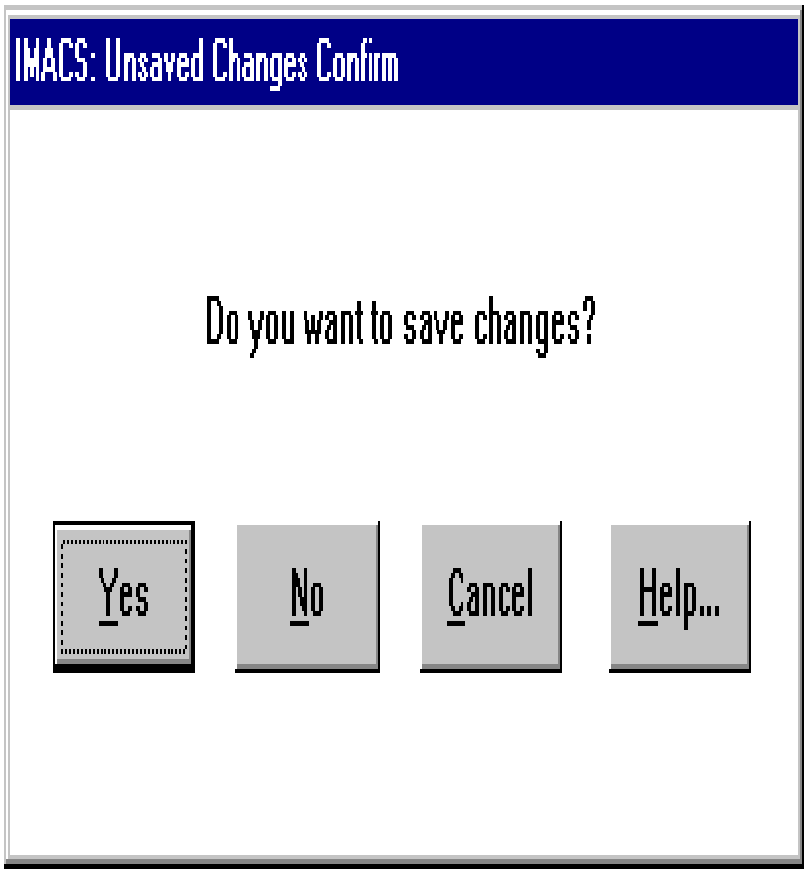
Save Function


IMACS: Line Item Details
EXHIBIT II
SCHEDULE & COSTS - MINOR PROGRAMS
DMISA Nbr: AIRCPT00 08AFSX FY: 2000 TAB: AA Repair Activity: AIRCPT
Version:
Type: OF Description: OFFICIAL VERSION OF THE DMISA
As Of Date: 07-08-1999
Status: NEGOTIATE
NSN/Mfg Part Details:
COG: NSN/TMS/MDS: 2915012848827PL
Mfg Part Nbr: CAGE:
Nomenclature: FUEL CONTROL,MAIN,TURBINE ENGINE Precious Metal: A Hazardous Material: N
Enter Cost Details:
Line Item: 0011 SOS Stock List Price: 0.00 Unit of Issue: EA
Man Hours: 116.68 Unit Labor Cost: 10614.00 Unit DLA Cost: 0.00
Flow Time Days: 68 Material Exp: 6962.00 Material Inv: 0.00
Fixed Price Estimated Unit Cost: 0.00 Total Unit Cost: 17576.00
Enter Production Details:
Control Numbers... WBS: Estimated Date For Depot Maintenance:
Exit Save Comments... Print... Negotiation Complete Help...

- Clicking Save button saves changes; but you remain on same screen.
- Can make more changes and click Save again.

(The Save function applies to other windows also.)

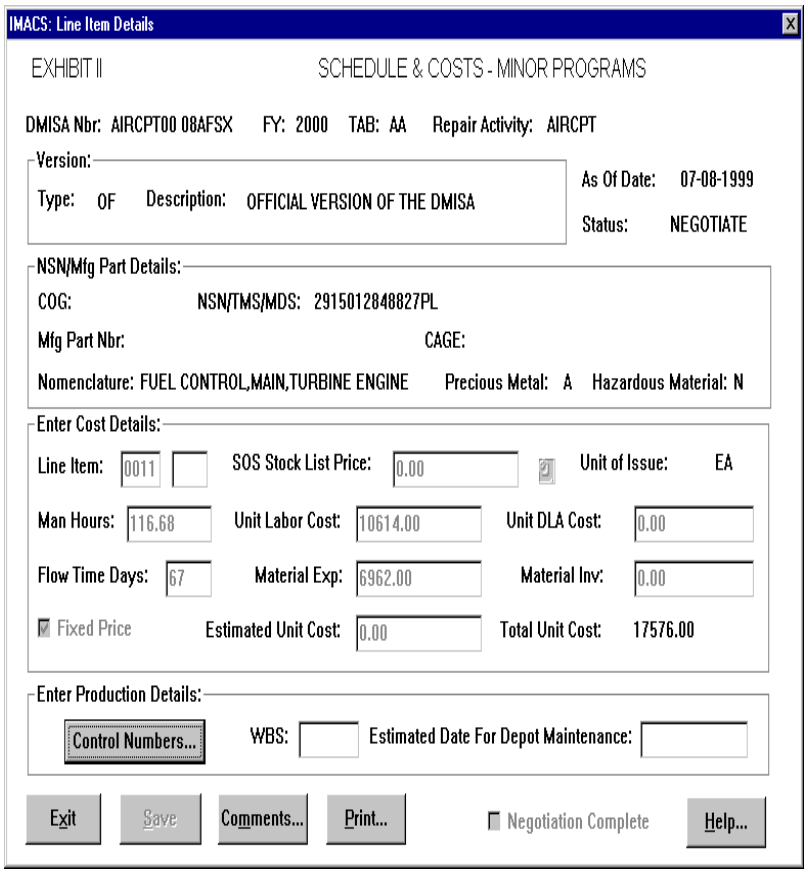
Or, Save When Exiting



- Or… just click Exit.
- You will be prompted to save changes or not.
- Click Yes to save; or click No not to save.

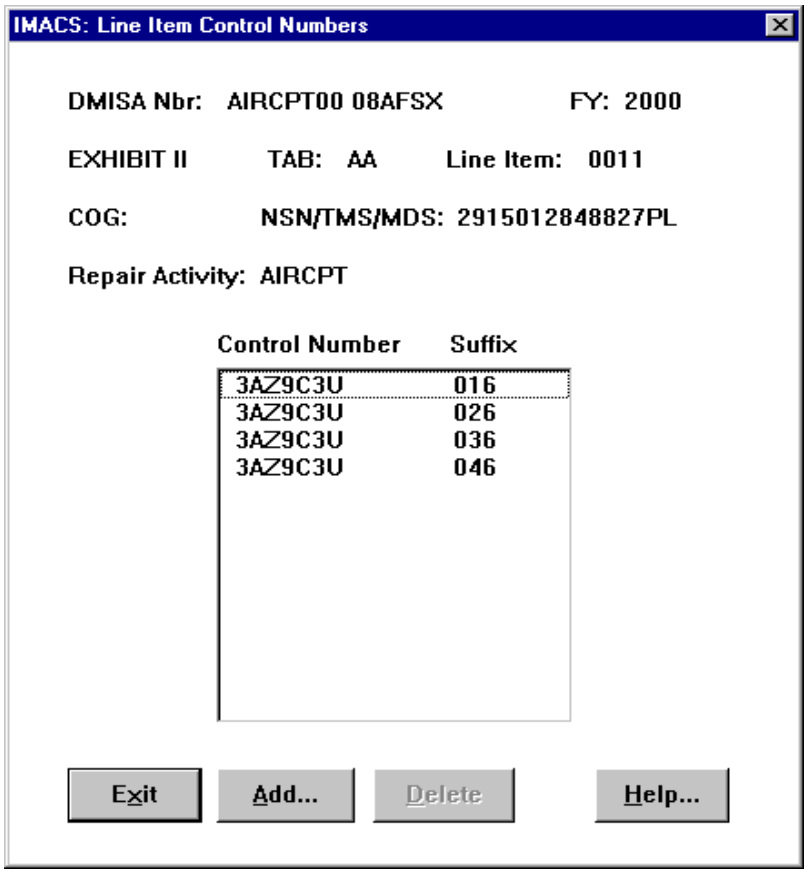
Note: Exit will save changes back to the last Save made in that session.

Exhibit I/II DMISA Line Item Control Numbers



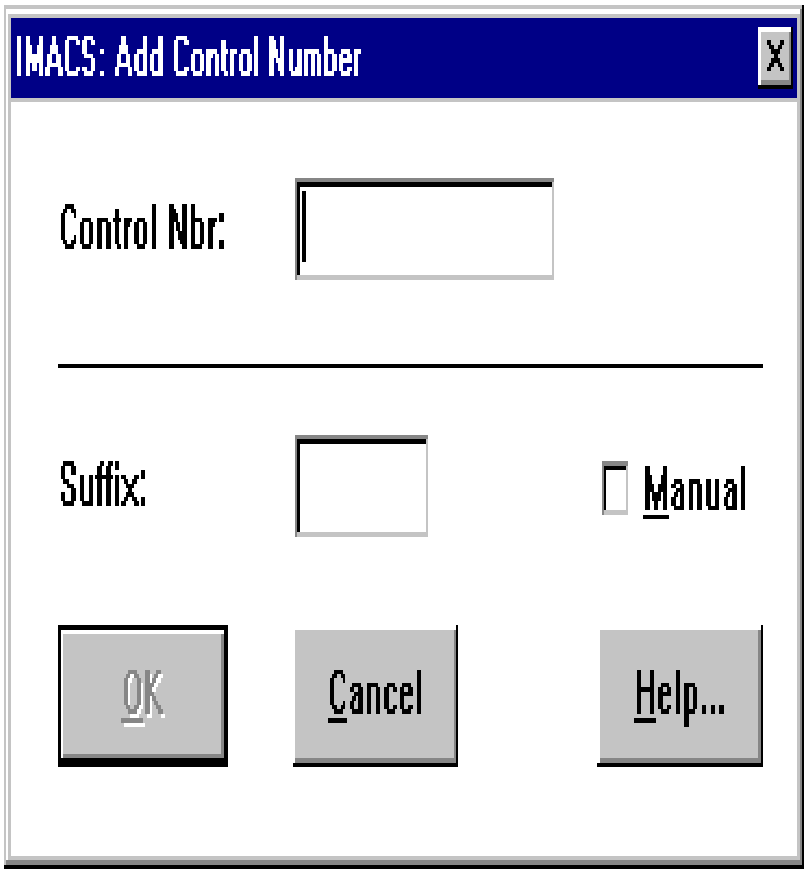
- Access Line Item Details dialog box using either “Update Details” or “Details” function
- Click on Control Numbers button

Control Numbers



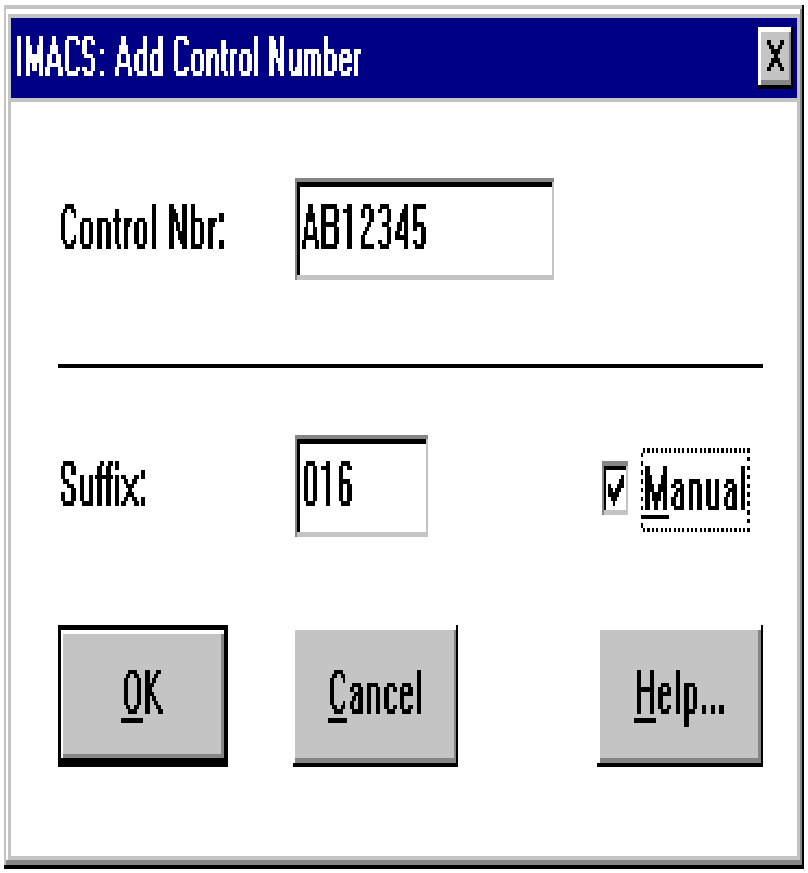
- Can add control number with <u>either</u>:
  - Generated suffixes (Exhibit I = 12 suffixes; Exhibit II = 4 suffixes)
  - Manual Suffix (single control number and suffix)

To Add a Single “Manual” Control Number



- On Line Item Control Numbers dialog box, click on Add button
- On Add Control Number dialog box, enter control number
- Click Manual checkbox
- Enter 3-position suffix

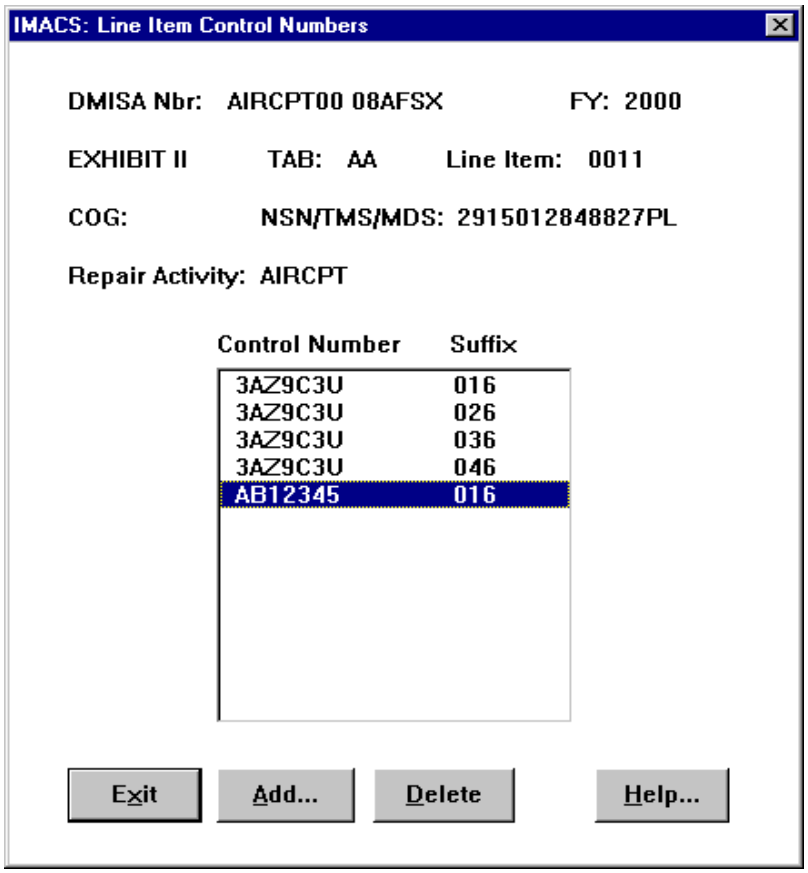
Manual Control Number and Suffix



- Control Number can be up to 7 alphanumeric positions
- Suffix must match rules:
  - 1st Position = FY of DMISA
  - 2nd Position = For Ex II, use 1 thru 4 for quarter;

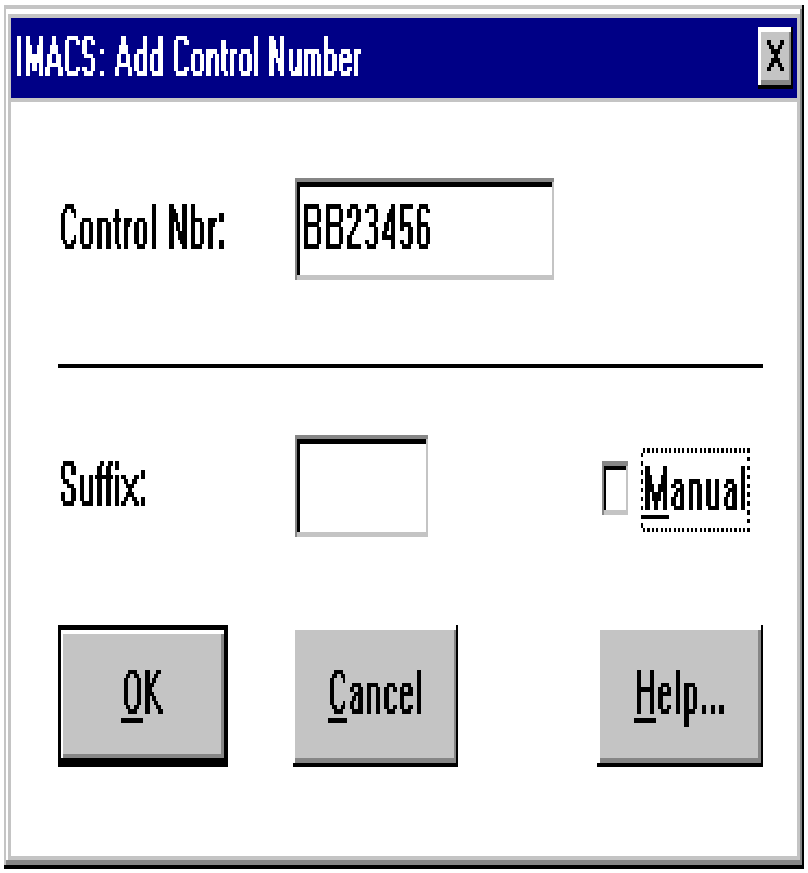
    For Ex I, use A thru L for month
  - 3rd Position = Principal Owner (1-Army; 4-Marines; 5-Navy; 6-AF)

Added Manual Control Number and Suffix



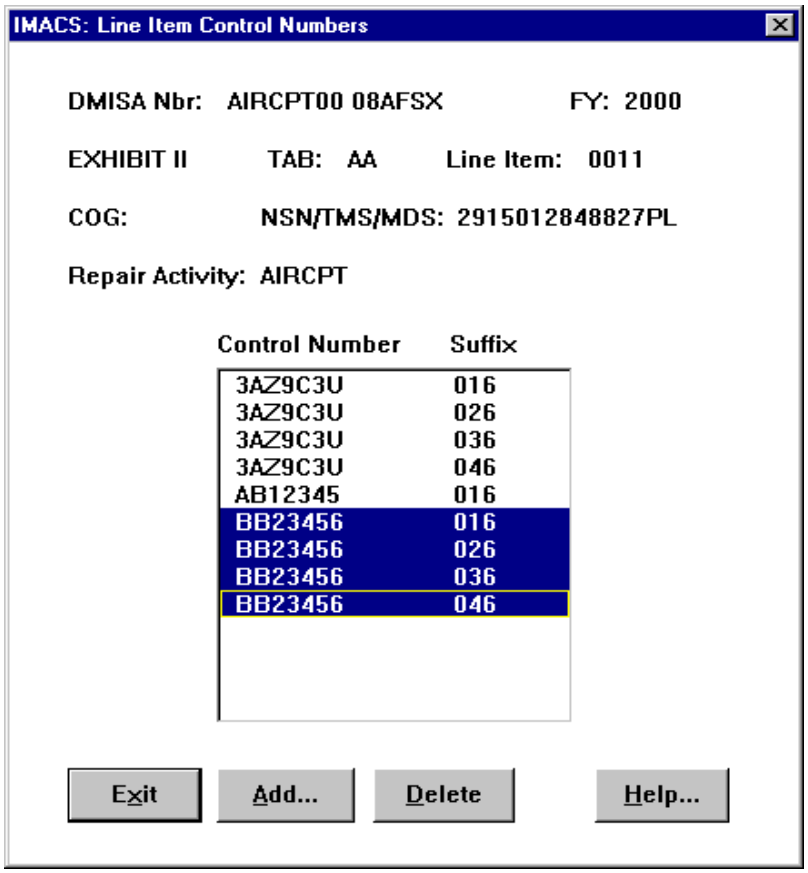
- Only a single control number with a Manual suffix is added
  - (Previous Control Number and suffixes in this example were added with generated suffixes)

Control Number with Generated Suffixes



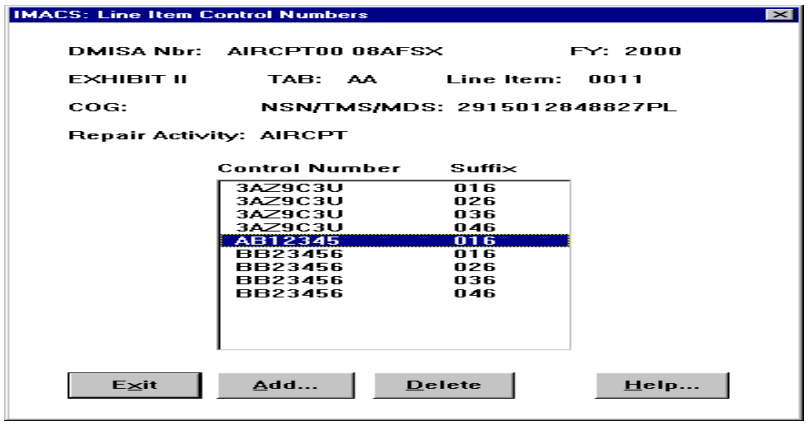
- For control number with generated suffixes:
  - Enter only the control number and click OK.

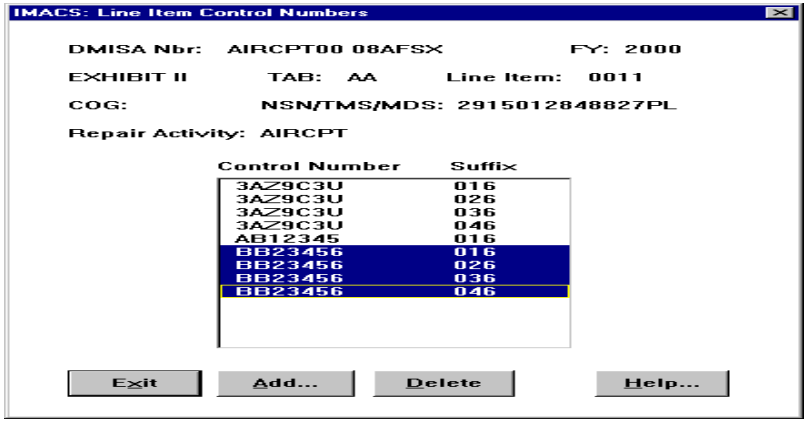
Control Number with Generated Suffixes (Cont.)



- All four suffixes for the specified control number are generated for the Exhibit II line item

Deleting Control Numbers



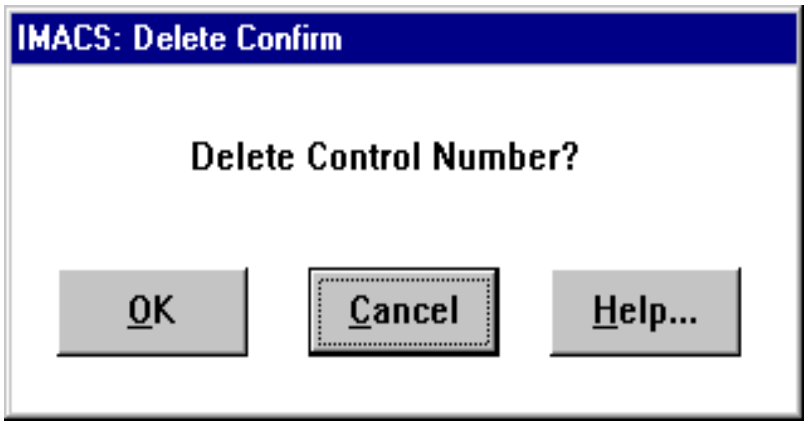


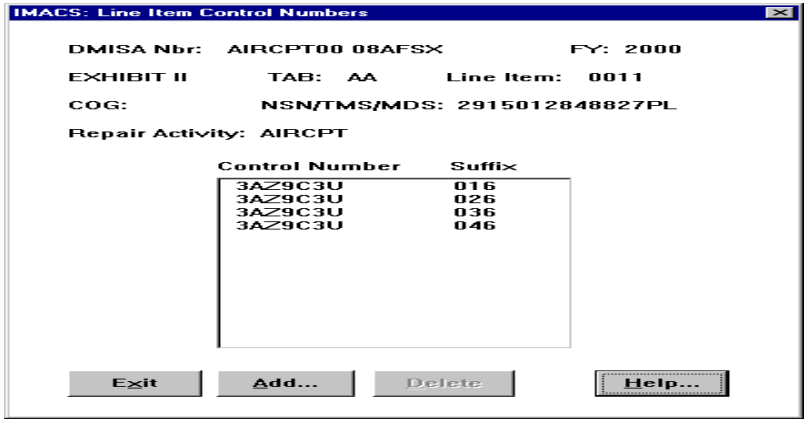
- Highlight single control number and click Delete button

....OR.....

- Highlight the block of control number/ suffixes and click the Delete button.

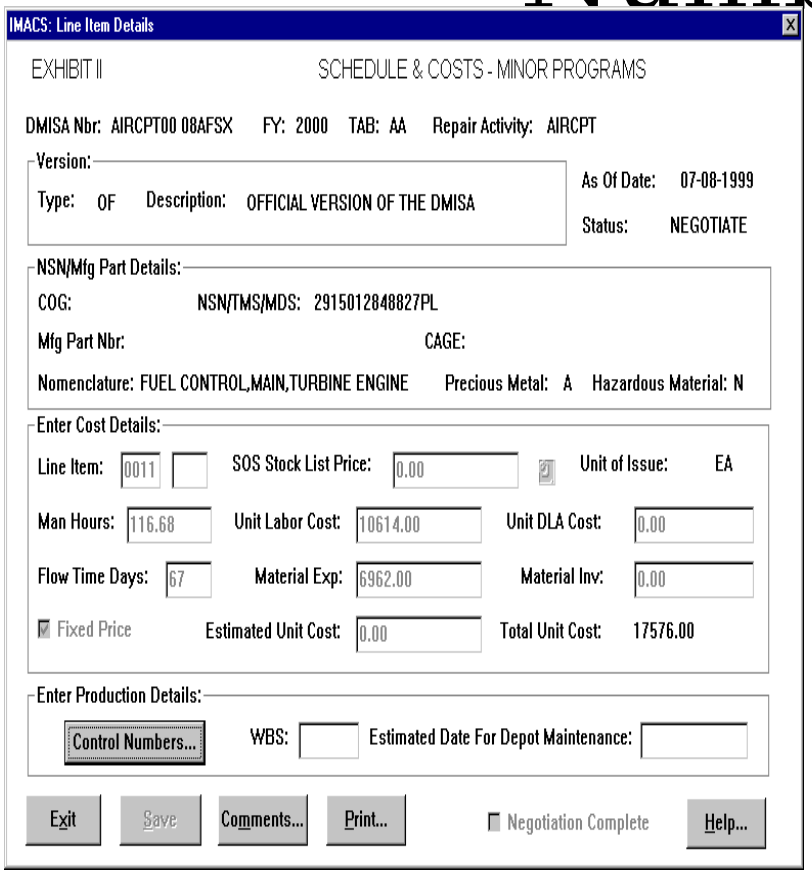
Deleting Control Numbers (Cont.)





- Click OK at Delete Confirm box.
- Line Item Control Numbers dialog returns showing designated Control Number/Suffix(es) deleted.

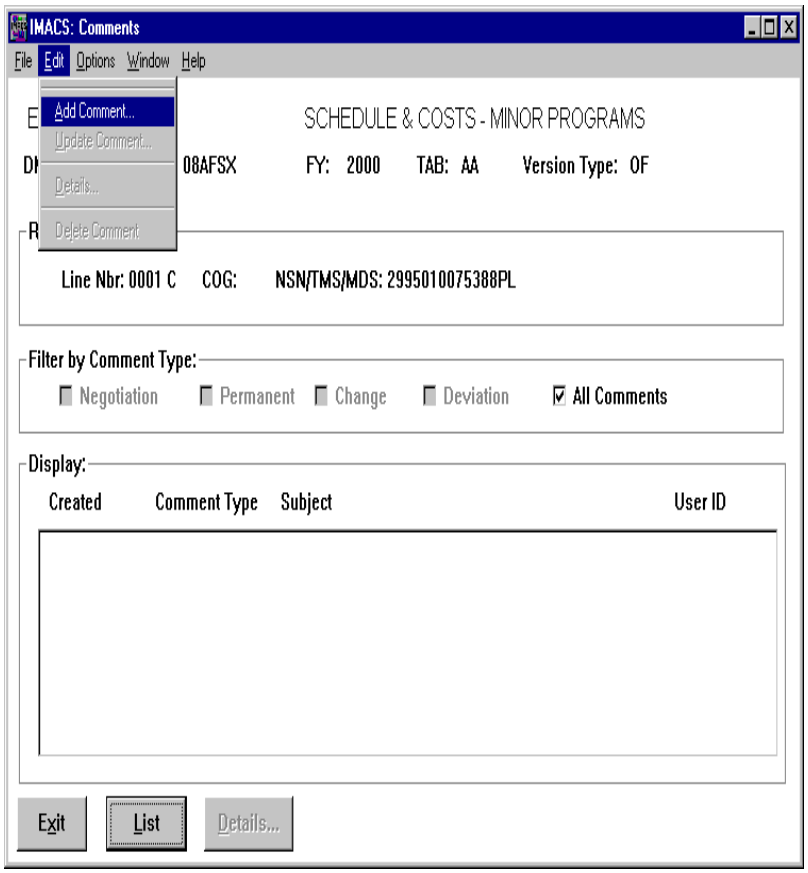
IMPORTANT
When Exiting Control Numbers…



- After exiting Line Item Control Numbers dialog box…
- **Note:** If DMISA is in OPEN status,

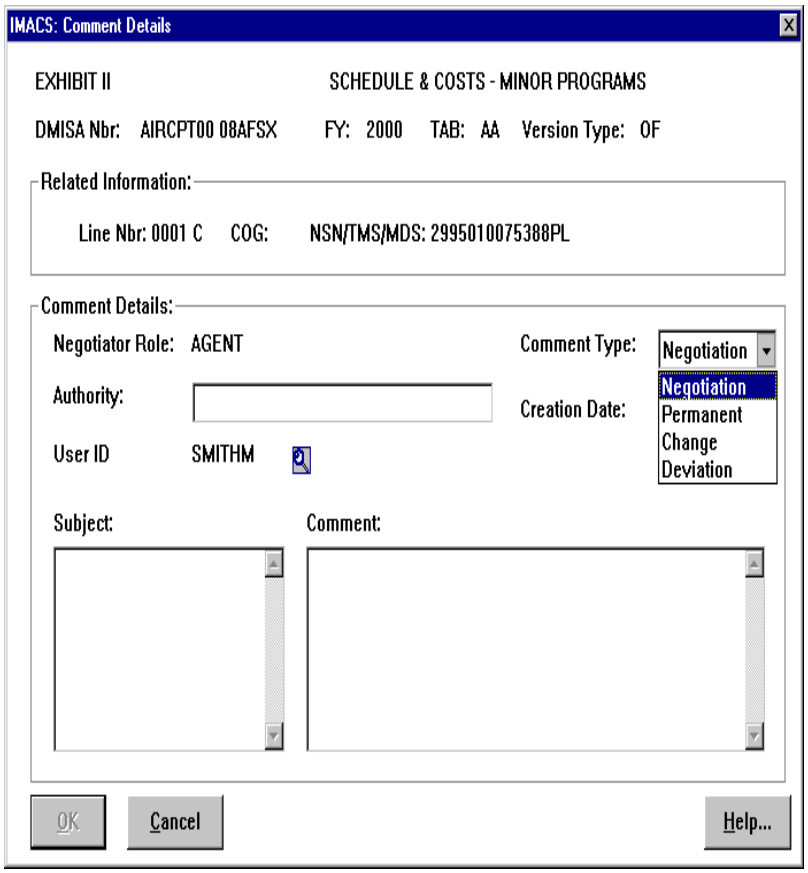
  Do **NOT** click Save
- Control numbers already saved at this point.
- Will change DMISA back to NEGOTIATE status!!

Comments



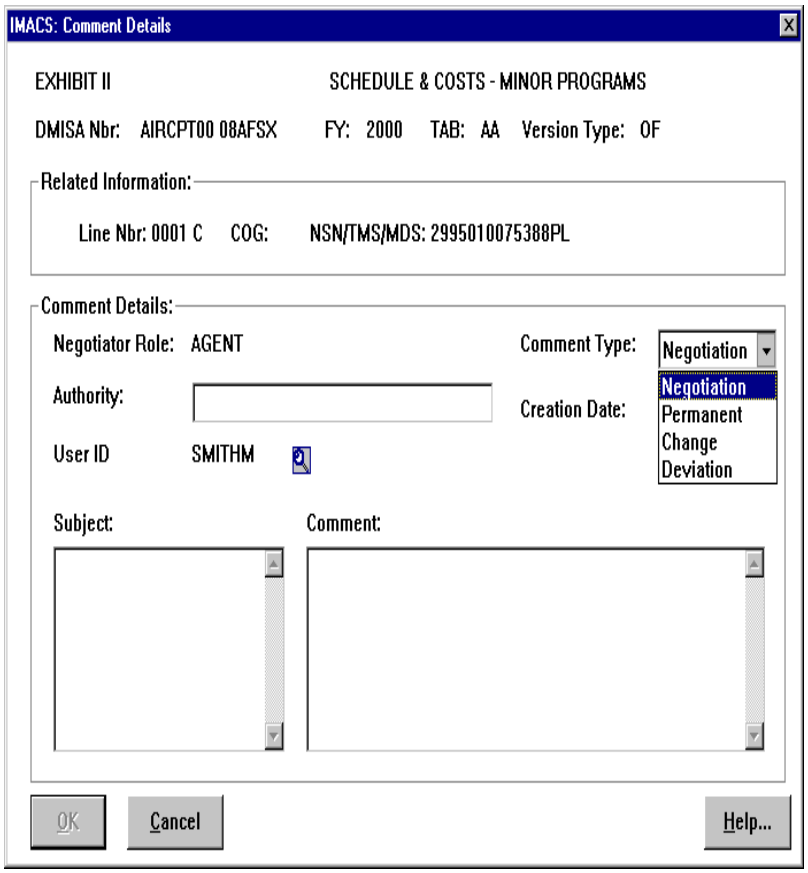
- Within DMISA, click the Comments button or select Edit/Comments
- Both Principals and Agents can add/update comments
- Comments are per Line Item

Comments (Cont.)



- Comment Types:
  - Negotiation
  - Permanent
  - Change
  - Deviation (only for Section 1 and 2 of Boilerplate)
- Negotiation comments display “*” next to line item on Ex I/II
- Negotiation comments are deleted when OPEN status achieved

Comments (Cont.)



- Permanent Comments
  - Stay with DMISA when copied to new version
- Must concur on both Change and Deviation comments to place DMISA in OPEN status